BSEAS (Buffalo State Education Assessment System)

"*" means an actual instrument

Unit

<u>Unit Assessment Instruments</u>
*Alumni Survey with Benchmarking (Educational Benchmarking, Inc.)
*Exit Survey Results and Benchmarking Report (Educational Benchmarking, Inc.)
*Survey of Western New York School Administrators (Principals' survey)
*Student Self Report on program characteristics (piloted Spring 2007)
*Dean's Evaluation of Student Teaching
* School Faculty Survey (new in 07)
Syllabus format - syllabi
Vita format – vitae
Faculty Annual evaluation templates
Management Confidential evaluation templates

<u>Unit Procedures</u>
Self-Study Unit–
  Conduct Faculty Annual Evaluations
  Write Department Annual Reports
  Collect education syllabi and SPA table updates
  Update School Annual Reports Strategic Planning – every 2 years
  Review and change the BSEAS – every 2 years
  Revise and re-register program Assessment Plans – every 3 years
  Review Unit organization – 5 year cycle
  Map Curriculum – to be initiated as part of program assessment
  Review program curriculum – 7 year cycle
  Prepare programs and unit for NCATE continuing accreditation review – 7 yr cycle
  Write and submit New York State program reviews – 10 year cycle
Generate capacity reports for each program
Develop and present assessment support workshops (new)
Present and review unit data by school and unit faculty – by semester
Enter and process cooperating teacher stipends – by semester
Coordinate travel and mileage for supervisors of student teaching – by semester
Retrain coop teachers and supervisors – by semester
School Partner agreements – by semester
Log student complaints and resolution – by semester
Prepare and maintain budget – annually but reviewed each semester
Develop, implement and update strategic plan - ongoing

<u>Products to Generate and Maintain</u>
Academic Status/Probation Reports
AACTE Annual Accreditation updates (required by NCATE)
FIPISE/EQIS reports (grant expired 8-07, EQIS still progressing)
Handbook of the BSC Teacher/Administrator Advisory Committee
Websites

<u>Ongoing Group processes</u> – within the unit as supplement to but not monitored by BSEAS
Teacher Education Council Committees
  Executive Committee
  Faculty Development Committee
  Field/Clinical Experience Committee
  Policy Review Committee

        Program Assessment subcommittee
        Unit Assessment subcommittee
Community Partner Committees
        Student Advisory Council
        Teacher/Administrator Advisory Committee
        PDS Consortium
        Liason Committee
        CEURE project groups
Standing SOE committees
        Agenda, Bylaws, and Elections Committee
        Instruction and Curriculum Committee
        Budget and Staff Allocations Committee
Other SOE committees
        Strategic Planning Committee
        Teacher Education Retention and Recruitment Committee

<u>External</u>

Data In:
        NYSTCE – LAST, ATS-W, CST (New York State Teacher Certification exams)
        ETS – PRAXIS (National Teacher Certification Exams)
        TEACH Database (NY state database for certification application)
        Action research projects (funded through ed unit sources such as CEURE, PDS)
        Community Partners – documentation, evaluations, public data

Reports Out:
        Outside grant funding resource reports (See CEURE programs, especially)
        Title II
        Research Grants

Program

Instruments (may vary by program)
*Course evaluations
*Program exit surveys
*Evidence of P-12 student learning questionnaire
*One year follow up program surveys
*Professionalism checklist
*Dispositions Assessment Rubric (general)
*Faculty self assessment of teaching
*Faculty evaluations

Procedures
Track gateway progress
Advise students
Generate course grades
Schedule courses
Assign faculty according to workloads
Sample candidate work for quality review
Evaluate courses
Write annual program reports
Negotiate field placements (candidates and community partners)
Review policies and program materials including website

Products
Cooperating Teacher's Handbook
Professionalism Handbook Teacher Education - Language, Behavior, Dress
Student Teaching Handbooks
Websites

Program Key Assessments/Rubrics (vary by program)
*Collaboration with Families Field Experience Project
*Multimedia Participation Presentation Project
*Observed Performance Reflection Parent, Teacher, Child Case Study
*Transformation Project
*Clinical Supervision Cycle
*Internship supervisors' evaluations of candidates' performance
*Curriculum Innovation Project
*Seminar in Educational Change Project
*Budget and Cash Flow Project
*Site-Based Leadership Reflective Project
*Achievement of Teaching Skills – Written
*Cooperating Teacher Survey
*Professional and Academic Dispositions Grid
*Individualized Education Plan
*Management Plan
*Student Assessment Survey
*Professional Disposition Qualities (PDQ) for Teacher Candidates
*Educational Benchmarking Exit Survey
*Intervention Plan-Parts 1, 2 & 3
*Master's Project-Data Driven Intervention
*Exc Ed Collaboration Project
*Website Adaptation & Design Project
*Course Content Preparation Survey
*Instruction Design Project-Script

*A Day in the Life Project
*Educational Leadership Student Perception Survey
*Modern and Classical Languages Department Target Cultural Proficiency Inventory
*Modern and Classical Languages Department OPI (ACTFL phone OPI)
*Candidate Statement Rubrics
*Literacy Action Research Project
*Literacy Weekly Instructional Planning
*Diagnostic Teaching Session Reflections and Observations
*Child Case Study Exam
*Initial Clinical Field Experience
*Professional Development Workshops

Buffalo State (Institution)

<u>Academic Affairs Assessment</u>

Reported by education major
*SUNY-wide Student Opinion Survey (SOS)
*SUNY-wide National Survey of Student Engagement (NSSE)
*Cooperative Institutional Research Program (CIRP)
*Collegiate Learning Assessment (CLA)
*Advising Survey (initial Spring 2007)

Change of major report – reason

Reported at institutional level
*Admitted Student Questionnaire (ASQ)
*Faculty Survey of Student Engagement (FSSE)
Consortium for Student Retention Data Exchange (CSRDE)

<u>Institutional Research</u>

Data reported by major
Undergraduate and Graduate Enrollment by multiple grouping variables

Data reported for the institution
*All College Alumni Survey
Buffalo State Historical Trends
Buffalo State Faculty and Staff Trends
Buffalo State Admissions Trends
Common Data Set (numerically profiling the institution, annually)
State census detail (most recent only)
Carnegie Academy for the Scholarship of Teaching and Learning (scholarly work)
Affirmative Action (candidates, faculty, environment)

<u>Other</u>
Career Development Day satisfaction – Career Development Center
Candidate demographics – Registrar's office
Education major participation – International and Exchange Office
Noel Levitz Retention survey – Equal Opportunity Program
Affirmative Action profiles – Equity and Campus Diversity Office
Carnegie Academy for the Scholarship of Teaching and Learning (scholarly work) – Campus Program

<u>SUNY requests for information</u>
Regional and statewide synergies reporting
Campus local impact reporting
New Vision in Teacher Education reporting
SUNY Assessment Initiative - Outcomes Assessment
Campus-based assessment of the major reporting
New York State Commissioner of Education's Advisory Council on Higher Ed
General Education Assessment Review (GEAR) Provost's Advisory Council on Teacher Education Report
and Recommendations